

**National Materials Program Pilot Project One**  
**Establishment of Priorities**  
**Work Product Plan**

1. Working Group Conference Call 3/20/2003  
-Obtain information and understanding of the new common-agency process used by Nuclear Regulatory Commission (NRC) to establish work priorities.
2. Working Group Conference Call 3/26/2003  
-Identify work products. Develop a draft work product plan. Assign working group member actions.
3. Amend Charter to comply with draft work product plan. 3/27/2003
4. Working Group Meeting 5/29-30/2003  
-Discuss processes used by NRC Offices and States to establish priorities.  
Develop a concept draft process that could be used by both NRC and Agreement States. Set a schedule for subsequent working group meetings.
5. Develop Draft Letter 6/6/2003
6. Working Group Conference Call 6/11/2003  
-Discuss Draft Letter and final comments on the work product plan.
7. Submit Work Product Plan to NRC's Office of Nuclear Materials 6/18/2003  
Safety and Safeguards (NMSS) and Office of State and Tribal Programs (STP), The Organization of Agreement States (OAS), and The Conference of Radiation Control Program Directors (CRCPD) chairs.
8. Send Letter to NRC Offices and Radiation 6/20/2003  
Control Program Directors
9. Working Group Conference Call 7/9/2003  
-Discuss Prioritization Worksheet Package.
10. Working Group Conference Call 7/17/2003

-Discuss how results will be processed in a national priority list.

11. Letters are due to Working Group 7/21/2003

12. Working Group Conference Call 7/31/2003

-Discuss Letter Results.

13. Working Group Conference Call 8/5/2003

-Discuss Processes to be used to implement Priorities.

14. Develop Draft Prioritization Package. 8/11/2003

15. Working Group Conference Call 8/14/2003

16. Working Group Conference Call 8/21/2003

17. Working Group Conference Call 8/28/2003

18. Working Group Conference Call 9/2/2003

19. Working Group Conference Call 9/4/2003

20. Working Group Conference Call 9/8/2003

-Finalize Prioritization Package

21. Briefing of OAS, CRCPD, and NRC leadership. 9/10/2003

22. Send Prioritization Worksheet Package to NRC Office and Radiation 9/12/2003

Control Program Directors

24. Working Group Conference Call 9/17/2003

25. Working Group Meeting at NRC Headquarters 9/24-25/2003

-Discuss framework.

26. Working Group Conference Call 10/9/2003

-Discuss OAS presentation.

27. Prioritization Worksheet Packages due to Working Group 10/10/2003

28. Conduct workshop at OAS Meeting. 10/14/2003

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| 29. | Working Group Conference Call   | 10/23/2003    |
|     | -Discuss comments on prioritization packages from OAS Meeting and outline of pilot project report, including analysis of success measures #1-4. Draft progress report components. |               |
| 30. | Working Group Conference Call   | 11/3/2003     |
|     | -Discuss lessons learned from the development of work products and success measures #5-8.   |               |
| 31. | Working Group Conference Call   | 11/18/2003    |
|     | -Finalize written process and discuss lessons learned.  |               |
| 32. | Working Group Meeting in Austin, Texas  | 11/20-21/2003 |
|     | -Finalize progress report, discuss comments from OAS meeting, and discuss final report composition.   |               |
| 33. | Working Group Conference Call   | 12/3/2003     |
|     | -Discuss draft pilot project report and analysis of success measures.   |               |
| 34. | Working Group Conference Call   | 12/16/2003    |
|     | -Discuss draft pilot project report and work products package.  |               |
| 35. | Working Group Meeting   | 1/8/2004      |
|     | -Discuss draft pilot project report and work products package.  |               |
| 36. | Submit progress report to STP   | 1/14/2004     |
| 37. | Working Group Conference Call   | 1/22/2004     |
|     | -Finalize draft pilot project report, work products, lessons learned report.  |               |
| 38. | Receive Progress report to Commission from STP for concurrence.   | 1/23/2004     |
| 39. | Submit final comments on Progress Report to STP.  | 1/29/2004     |
| 40. | Submit draft pilot project report, work products, lessons learned, and analysis against success measures to NRC, OAS, and CRCPD.  | 02/4/2004     |

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| 41. | Working Group Conference Call   | 3/10/2004  |
|     | -Discuss Comments received on draft pilot project report.   |            |
| 42. | Working Group Conference Call   | 3/20/2004  |
|     | -Finalize report.   |            |
| 43. | Submit final pilot project report, work products, lessons learned,<br>and analysis against success measures to NRC, OAS, and CRCPD. | 04/15/2004 |
| 44. | CRCPD Meeting   | 05/2004    |
|     | -Brief the States on work done under Pilot Project.   |            |
| 45. | Receive draft NMP report from STP   | 06/14/2004 |
| 46. | Working Group Chairs Conference Call  | 7/16/2004  |
|     | -Discuss draft NMP report.  |            |
| 47. | Submit comments on draft NMP report to STP.   | 7/30/2004  |
| 48. | Receive concurrence package on final NMP report.  | 8/31/2004  |
| 49. | Working Group Chairs Conference Call  | 8/13/2004  |
|     | -Discuss concurrence package on final NMP report.   |            |
| 50. | Submit concurrence on final NMP report.   | 8/30/2004  |

*Note: Scheduled dates for working group conference calls are subject to change. In addition, there may be additional working group conference calls/meetings scheduled as needed. Committee member assignments will be made as applicable.*